934.4 contd TD 5.8:Sa1/2/v.1/ch.11

DEPARTMENT OF TRANSPORTATION
UNITED STATES COAST GUARD

MAILING ADDRESS:
Commandant (G-MP-4/MSM)
U.S. Coast Guard
Washington, D.C. 20593
(202) 426-9776

378-575
932
65
9350

COMDTNOTE 16000

COMMANDANT NOTICE 16000

CANCELLED: 30 DEC 1982

Subj: CH-11 to Volume I - ADMINISTRATION AND MANAGEMENT of the Marine Safety Manual, COMDTINST M16000.3

1. PURPOSE. This Notice transmits a change to Volume I of the Marine Safety Manual by adding part 10-19 (Chemical Information Systems) and indicating pen-and-ink corrections to the volume.

2. DIRECTIVES AFFECTED. None.

3. ACTION.

   a. Remove pages 10-0:1 through 10-0:2, CH-8, and insert pages 10-0:1 through 10-0:2, CH-11;

   b. Insert pages 10-19:1 through 10-19:20, CH-11;

   c. Make the following pen-and-ink corrections to Plate 8-2-10.1, pages 8-2:3 through 8-2:8, CH-10:

      (1) Under "1954 Oil Pollution, as amended 1962/1969", delete the Soc. Rep. of Vietnam;
      (2) Under "1974 SOLAS", add Bangladesh, Egypt, Gabon, Philippines, and Switzerland;
      (3) Under "1978 Protocol to 74 SOLAS", add Argentina, Hungary, South Africa, and Switzerland;
      (4) Under "1966 Load Lines", add Gabon;
      (5) Under "1969 Intervention on High Seas, Oil Pollution", add Bangladesh;
      (6) Under "1972 Collision Regs", add Gabon, delete Malawi;
      (7) Under "1972 Container Safety Conv.", add Belgium;
      (8) Under "1972 London Dumping Conv.", add China;
      (9) Under "1936 Proficiency (ILO 53)", add China.

   d. Make an entry on the Record of Changes page for the volume.

DISTRIBUTION - SDL No. 115

	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z
A																										
B		4	15		5		2	*		5				200	1		1	1								
C					*		2		*			2	*														
D	1	2			1						1*	*													1	
E		2											2	2	*				1							
F	1		1							1									24							
G																										
H																										

NON-STANDARD DISTRIBUTION: (See page 2.)

4. CHANGES. Volume I is scheduled for a consolidated reprinting in Fall 1982. Suggestions for changes to this volume should continue to be submitted to Commandant (G-MP-4/MSM).

L N. HEIN
Acting Chief, [illegible] Merchant Marine Safety

Encl: (1) CH-11 to Volume I, COMDTINST M1600.3

Non-Standard Distribution:

B:h Alameda only (2).
C:e Baltimore (41); San Francisco (40); Honolulu (32); Hampton Roads (27); Miami (24); Mobile (22); Boston (20); Jacksonville, Galveston (18); Detroit (14); Portland ME, Chicago, Corpus Christi, Cleveland, Duluth (12); St. Louis (11); Providence, Pittsburgh, Wilmington, Charleston, Buffalo (10); Memphis, Portland OR (9); Huntington, Paducah, Port Arthur, San Diego (8); San Juan, Milwaukee, Toledo, Anchorage (7); Cincinnati, Nashville, Tampa, St. Paul, Juneau, Valdez (6); Louisville (5); Sturgeon Bay (4); Savannah (3).
C:i Pago Pago only (1).
C:m New Orleans (140); Seattle (35); Philadelphia (30); Long Beach (25), Houston (24); New York (22); St. Ignace (8).
D:k New York (3); Jacksonville, Houston, New Orleans, San Francisco (1) (extra).
D:l CG Liaison Officer, NWC only (1).
E:o Long Beach (25); New Orleans (16); New York (15); Houston (12); Philadelphia (6); Seattle (5); New Haven, Muskegon (4); Sault Ste. Marie (3); New London, Humboldt Bay, Monterey (2).

Panama Canal Zone Liaison Officer (1).
DOJ Torts Branch (New York, Washington D.C., San Francisco) (1).
NTSB (Marine Accidents Division) (2).
ABS (1).
MSC (M-22) (1).

CHAPTER 10 -- INFORMATION AND DATA SYSTEMS

CONTENTS

Part 10-1 . . . . . Information and Analysis Staff
10-1-1 . . . . . General

Part 10-2 . . . . . (Interim) Marine Safety Information System
10-2-1 . . . . . Objectives of (I)MSIS
10-2-5 . . . . . Responsibility for (I)MSIS
10-2-10 . . . . . Utilization of (I)MSIS
10-2-15 . . . . . Public Request for Information

Part 10-3 . . . . . Pollution Incident Reporting System (PIRS)
10-3-1 . . . . . Objective of PIRS
10-3-5 . . . . . Responsibility for PIRS
10-3-10 . . . . . Utilization of PIRS Information

Part 10-4 . . . . . Marine Safety Information System (MSIS)
10-4-1 . . . . . General

Part 10-5 . . . . . Activities Report System
10-5-1 . . . . . Relation of Activities Report to Performance Standards
10-5-5 . . . . . Use of Activities Report in Program Management
10-5-10 . . . . . Responsibility for Quarterly Activity Reports

Part 10-6 . . . . . Chemical Hazard Response Information System (CHRIS) and Hazard Assessment Computer System (HACS)
10-6-1 . . . . . Description of CHRIS and HACS
10-6-5 . . . . . Objectives of CHRIS

Part 10-7 . . . . . Letter of Compliance Program
10-7-1 . . . . . General

Part 10-8 . . . . . Seaman Locator Lists

Part 10-9 . . . . . Merchant Vessel Inspection Files
10-9-1 . . . . . General

Part 10-10 . . . . . Seaman's Automatic Records Tracking System (SARTS)
10-10-1 . . . . . General

Part 10-11 . . . . . Unit Information Systems

Part 10-12 . . . . . Automated Commercial Vessel Casualty File
10-12-1 . . . . . General

Part 10-13 . . . . . Automated Inspected Vessel File
10-13-1 . . . . . General

Part 10-14 . . . . . Documentation File
10-14-1 . . . . . Official Records
10-14-5 . . . . . Official Files

Part 10-15 . . . . . Dissemination of Information to the Public
10-15-1 . . . . . General

Part 10-16 . . . . . Spill Cleanup Equipment Inventory System (SKIM)
10-16-1 . . . . . General
10-16-5 . . . . . Discussion
10-16-10 . . . . . Spill Cleanup Equipment Inventory (RCS G-WPE 104023)
10-16-15 . . . . . Instructions For Completing Spill Cleanup Inventory Forms

Part 10-17 . . . . . Pollution Spill Trajectory Forcasting Service
10-17-1 . . . . . Program Objective
10-17-5 . . . . . Discussion
10-17-10 . . . . . Data Required
10-17-15 . . . . . Message Request and Format
10-17-20 . . . . . Action
10-17-25 . . . . . Reports of Use

Part 10-18 . . . . . Automated Mutual Assistance Vessel Rescue System (AMVER)
10-18-1 . . . . . General
10-18-5 . . . . . AMVER Boardings

Part 10-19 . . . . . Chemical Information Systems
10-19-1 . . . . . General
10-19-5 . . . . . Oil and Hazardous Materials Technical Assistance Data System (OHM-TADS)
10-19-10 . . . . . Structure and Nomenclature Search System (SANSS)
10-19-15 . . . . . Suggested Chemical Information Sources

PART 10-19 - CHEMICAL INFORMATION SYSTEMS

10-19-1. GENERAL

In 1970, work was begun at the Division of Computer Research and Technology of the National Institute of Health (NIH) to determine the feasibility of online, interactive searching of chemical data bases. Since then, 17 search systems have been developed by NIH and the Environmental Protection Agency (EPA). This collection of data bases is called the Chemical Information System (CIS) and is marketed for EPA/NIH by Chemical Information Systems Incorporated. Two of these data bases, the Oil and Hazardous Materials Technical Assistance Data System (OHM-TADS) and the Structure and Nomenclature Search System (SANSS), should prove to be valuable tools for pollution response.

10-19-1A. AVAILABILITY

The Coast Guard has access to OHM-TADS and SANSS via portable terminals at the following Coast Guard units:

- The National Response Center (G-TNR-1);
- Pollution Response Branch (G-WER-2);
- Atlantic Strike Team;
- Gulf Strike Team;
- Pacific Strike Team;
- RESTRACEN Yorktown, VA.

Information may be obtained from OHM-TADS or SANSS by contacting the National Response Center (FTS 426-2675 - Commercial 800-424-8802) or by writing Commandant (G-WER-2). The National Response Center duty officer is trained in the use of these systems and will be available on a 24-hour basis to provide emergency assistance to field units. For contingency planning purposes, information may be obtained by writing Commandant (G-WER-2), but due to the high cost of computer time, units are asked to research all other available sources prior to using OHM-TADS or SANSS. Subpart 74-7-15 (Volume V of this manual) lists possible alternative chemical information sources. Also, NVC 5-81 or its successor should be consulted for the most current sources.

Comments or requests for additional information on any of the other data bases within the EPA/NIH Chemical Information System should be referred to Commandant (G-WER-2).

19-19-5. OIL AND HAZARDOUS MATERIALS TECHNICAL ASSISTANCE DATA SYSTEM (OHM-TADS)

10-19-5A. GENERAL

OHM-TADS is an automated, user-interactive information system designed to permit rapid retrieval of information for over 1000 oil and hazardous substances.

The primary function is to provide immediate information on hazardous substances to spill response team personnel. Individual segments of the system can serve as background for decision making and guidelines to initiate corrective action. OHM-TADS is designed to include all information pertinent to spill response efforts related to any material designated as an oil or hazardous material. As such, it includes a wide variety of physical, chemical, biological, toxicological, and commercial data. However, the greatest emphasis is placed on the harmful effects these materials may have on water quality.

10-19-5B. ADVANTAGES OF OHM-TADS

There are several advantages of OHM-TADS over other chemical information sources. One of them is that OHM-TADS can be used to search "backwards" to identify a chemical. If one or a combination of the following facts about an unknown substance are known, OHM-TADS can identify it or provide a list of possible substances:

(1) Properties:

(a) Smell
(b) Color
(c) Corrosiveness
(d) Flammability (i.e. very, quite, moderate, slight, nonflammable)
(e) Melting characteristics (i.e. decomposes, ignites)
(f) Water chemistry (behavior of material in water)

(2) Symptoms:

(a) Sensation upon breathing
(b) Sensation upon digestion
(c) Sensation upon contact with skin
(d) Other effects

(3) Transportation:

(a) Standard Industrial Code
(b) rail, barge, truck, pipeline
(c) containers (required by law)
(d) National Fire Protection Association codes and other pertinent transportation codes

Any information on the use of the material and its state or location in water is useful in identifying the compound. Plate 10-19-5.1 provides a hypothetical problem for OHM-TADS and solution.

10-19-5C. OHM-TADS DATA BASE

There are currently 126 fields of information, or "segments" in the OHM-TADS that can be used by on-scene coordinators when fast, accurate data is needed on the degree of hazard involved, the countermeasures to be used and the personnel safety precautions to be taken. These segments, mnemonics (for system access), and segment titles are:

(1) ACC OHM-TADS Accession Number: A unique, computer-assigned identifier for the data file.

(2) CAS Chemical Abstracts Service Registry Number: A unique, international identifier for material of interest.

(3) SIC Standard Industrial Code: Industry-employed codes which can be used to identify manufacturers of material.

(4) MAT Material Name: Generally, the common name for the materials.

(5) Synonyms: Alternate identifiers of similar isomers for which the data is valid.

(6) TRN Company Trade Names: Lists commercial trade names and the associate manufacturer whenever possible.

(7) FML Chemical Formula: Gives most common formula or describes nature of materials included in the general heading such as components of an industrial blend or mixture.

(8) SPC Species in Mixture: Identifies typical product purity in cases of single constituent materials, or specific major components of heterogeneous mixtures.

(9) USS Common Uses: Enumerates common uses of materials.

(10) RAL Rail (%): Percentage shipped by rail (estimate).

(11) BRG Barge (%): Percentage shipped by barge (estimate).

(12) TRK Truck (%): Percentage shipped by truck (estimate).

(13) PIP Pipeline (%): Percentage shipped by pipeline (estimate).

(14) CON Containers: Lists type of shipping containers normally used or required by law. Typical shipment size when available.

(15) STO General Storage Procedures: Relates to precautions to be taken when storing the material. Rationale for these measures varies from safety considerations to precautions designed to prevent degradation of the materials.

(16) HND General Handling Procedures: States the precautions to be taken when handling the material. Information relates to both safety considerations and practices designed to prevent degradation of the material.

(17) PRO Production Sites: Lists major producers and their plant locations.

(18) HYD Hydrolysis Product of: Lists hazardous materials which decomposes to the material of reference when contacted with water.

(19) ADD Additive (%): Lists typical stabilizers and inhibitors added to the base material.

(20) BIN Binary Reactants: Lists materials known to react when put in contact with the material of reference.

(21) COR Corrosiveness: General statement of observations on corrosive action to materials commonly used for packing or equipment that might be required at a spill site.

(22) SGM Synergistic Materials: Lists other materials and water quality parameters whose presence can increase the toxicity of the material of interest.

(23) ANT Antagonistic Materials: Lists other materials and water quality parameters whose presence can reduce the toxicity of the material of interest.

(24) FDL Field Detection Techniques, Limit (ppm), Ref: A three-part segment listing potential field detection techniques, the lower sensitivity limit, and the literature reference where more data can be obtained. Field test generally refers to any gross identification method that can be used at the spill site without elaborate or nonportable equipment. It normally assumes that the material or the chemical class has been identified so that general tests for aldehydes or phenols, etc. are applicable. The two major types listed are inorganic colorimetric reactions and organic spot tests.

(25) LDL Laboratory Detection Techniques, Limit (ppm), Ref: Follows format of previous segment for specific tests that can be used for positive identification of material. These tests generally rely on sophisticated laboratory analysis equipment, such as atomic absorption units and gas chromatographs.

(26) STD Standard Codes: Enumerates the National Fire Protection Association codes for materials as well as pertinent transportation codes.

(27) FLM Flammability: Summarizes potential for fire at a spill site. Uses the NFPA ranking system described by one of the following modifiers: Very, quite, moderate, slight, non-flammable.

(28) LFL Lower Flammability Limit (%): Minimum concentration in air of a gas or vapor below which the substance does not burn when exposed to an ignition source. It is expressed as percent by volume in air.

(29) UFL Upper Flammability Limit (%): Maximum concentration in air of a gas or vapor above which the substance does not burn when exposed to ignition source, also expressed as percent by volume in air.

(30) TCP Toxic Combustion Products: Occasionally lists specific materials or classes of materials released when compound of concern is burned or heated to decomposition.

(31) EXT Extinguishing Methods: Notes firefighting techniques and outlines unique precautions to be taken if any.

(32) FLP Flash Point (°C): The temperature at which a liquid gives off sufficient vapor for ignition to occur. Open cup (o.c.) values are usually listed; otherwise, closed cup (c.c.) values are given.

(33) AIP Auto-Ignition Point (°C): The minimum temperature at which a flammable mixture in air will spontaneously ignite in the absence of an ignition source.

(34) EXP Explosiveness: Summarizes potential for violent rupture or vigorous reaction at a spill site.

(35) LEL Lower Explosive Limit (%): Minimum concentration in air of a gas or vapor below which the substance will not explode when exposed to an ignition source. It is expressed as percent by volume in air.

(36) UEL Upper Explosive Limit (%): Maximum concentration in air of a gas or vapor below which the substance will not explode when exposed to an ignition source. It is expressed as percent by volume in air.

(37) MLT Melting Point (°C): Accepted value under standard conditions unless otherwise noted below in segment 38.

(38) MTC Melting Characteristics: Decomposes, ignites, etc.

(39) BLP Boiling Point (°C): Accepted value under standard conditions unless noted below in segment 40.

(40) BOC Boiling Characteristics: Reduced pressure, etc.

(41) SOL Solubility (ppm 25°C): Typically the listed value for standard reference conditions.

(42) SLC Solubility Characteristics: "Slightly" and "moderately" are used when a specific value is not given.

(43) SPG Specific Gravity: Listed value for material in the state it is most often shipped. For materials whose boiling point is near ambient temperatures, the liquid state is usually referenced.

(44) VPN Vapor Pressure (mm Hg): The pressure characteristic (at any given temperature) of a vapor in equilibrium with its liquid or solid form.

(45) VPT Vapor Pressure Text: Indicates conditions under which measurement is made.

(46) VDN Vapor Density: A value derived by dividing the mass of the vapor by its volume at a specific temperature. A value less than 1 indicates that the vapor is lighter than air; greater than 1 is heavier than air and will give the appearance of a fog, hugging the ground.

NOTE: Many dense gases, vapors, and aerosols are transparent, especially when they are not cold and may not necessarily appear as fogs, whereas some lighter than air clouds may have the appearance of a fog if they are cold.

(47) VDT Vapor Density Text: Indicates temperature and any other conditions under which measurement is made.

(48) BOX Biochemical Oxygen Demand (BOD lb/lb): Describes relative oxygen requirements of wastewaters, effluents, and polluted waters. Lists biochemical oxygen demand of pure substance on a lb/lb, or % of theoretical demand basis.

(49) BOD Biochemical Oxygen Demand Text: Displays same information listed in segment 48 and includes duration of the test and source of information.

(50) PER Persistency: Interprets BOD and chemical data to estimate material life span in a free aquatic system, when possible degradation products are specified.

(51) PFA Potential for Accumulation: Recounts data on ability of various organisms to accumulate a material and the specific organs in which concentration is most pronounced.

(52) FOO Food Chain Concentration Potential: Indicates potential for material to be concentrated to toxic levels while it is passed up the food chain. Where possible, data is given on findings in predator species.

(53) EDF Etiological Potential: Enumerates diseases and ailments initiated or accelerated by exposure to the material of interest.

(54) CAG Carcinogenicity: Relates results of work directed to isolating carcinoma in test animals. Human data is used when available.

(55) MUT Mutagenicity: Cites finding of tests for mutagenicity. (i.e. change in chromosome relations or a biochemical change in the codons that make up genes).

(56) TER Teratogenicity: Cites finding of tests for teratogenicity. (i.e. the production of changes in the offspring resulting from action on the fetus directly).

(57) FTX Freshwater Toxicity Number (ppm): This segment indicates the concentration in parts per million at which test results were reported.

(58) FTB Freshwater Toxicity Text:

Column 1 - Concentration in ppm at which test results were reported.

Column 2 - Time of exposure expressed in hours.

Column 3 - Species tested, usually a common name.

Column 4 - Effect of organism tested often given as TLm (Median Tolerance Limit) or LD50 (Lethal Dose 50). TLm means that approximately 50% of the fish will show abnormal behavior (including death) under the conditions of concentration and time given. LD50 is the dose that is lethal to about 50% of the population tested.

Column 5 - Test environment, includes data on water quality and other controlled conditions.

Column 6 - Source of information.

(59) CAT Chronic Aquatic Toxicity Limits (ppm): Maximum level in ppm found to be safe for extended exposure of fish to the material of interest.

(60) CAR Reference for Chronic Aquatic Toxicity: Source of information.

(61) STX Salt Water Toxicity: Indicates toxicity to estuarine or marine animals in parts per million.

(62) STB Salt Water Toxicity Text: Follows same general format as segment 58.

(63) ATX Animal Toxicity: Displays doses reported in milligrams of material per milligram of body weight of the test animal (unless otherwise noted).

(64) ATB Animal Toxicity Test:

Column 1 - Doses in mg of material per mg body weight of test animal.

Column 2 - Time of exposure.

Column 3 - Specifies, lists animal of reference - typically lab animals - rats, guinea pigs, mice, pigs, dogs, and monkeys.

(65) ATL Chronic Animal Toxicity Limits (ppm): Maximum level reported in ppm thought to be the threshold for extended use on livestock.

(66) ATB Reference for Chronic Animal Toxicity Limits: Source of information.

(67) LVN Livestock Toxicity (ppm): Lists recommended or safe levels of concentration in ppm for use on livestock.

(68) LVR Reference for Livestock: Source of information.

(69) WAN Accute Waterfowl Toxicity (ppm): Concentration in ppm considered to be hazardous to waterfowl upon acute exposure.

(70) WAR Reference for Acute Waterfowl Toxicity: Source of information.

(71) CWF Chronic Waterfowl Toxicity Limits (ppm): Concentration in ppm considered to be maximum permissible in water inhabited by waterfowl.

(72) CWR Reference for Chronic Waterfowl Toxicity: Source of information.

(73) AQN Aquatic Plants (ppm): Concentration in ppm found to be injurious to aquatic flora listed.

(74) AQR Reference for Aquatic Plants: Source of information.

(75) IRN Irrigable Plants (ppm): Concentration expressed in ppm found to be injurious to crop listed.

(76) IRR Reference for Irrigable Plants: Source of information.

(77) CPT Chronic Plant Toxicity Limits (ppm): Threshold level expressed in ppm for extended use as irrigation water.

(78) CPN Reference for Chronic Plant Toxicity Limits: Source of information.

(79) TRT Major Species Threatened: This segment was originally designed to spotlight individual species especially susceptible to the material of interest. Data such as this is very rare. Consequently, the segment includes specific data on tests run with different species.

(80) TIC Taste Imparting Characteristics (ppm): Level in ppm at which material will impart a taste to the flesh of fish living in the affected waters.

(81) TIR Reference for Taste Imparting Characteristics: Source of information.

(82) INH Inhalation Limit (Value): Generally the accepted threshold limit value (TLV) which is that level acceptable for industrial exposure over an eight hour period. May sometimes be the LC50 for inhalation.

(83) INT Inhalation Limit (Text): Units and source of information for the above segment.

(84) IRL Irritation Levels (Value): Level at which skin and mucous membrane irritation occurs.

(85) IRT Irritation Levels (Text): Reference and explanatory comments for above segment.

(86) DRC Direct Contact: Summary statement indicating corrosiveness or irritation value of material in direct contact with skin, mucous membranes, or eyes.

(87) JNS General Sensation: Designed to identify some of the reactions people might have (symptoms and effect on body) when exposed to the designated material, sensation upon breathing the vapors, vapor concentration levels at which noticable reactions occur, warning properties, and miscellaneous toxicological observations.

(88) LOT Lower Odor Threshold (ppm): Listed value in ppm.

(89) LOR Lower Odor Threshold Reference: Source of information.

(90) MOT Medium Odor Threshold (ppm): Listed value in ppm.

(91) MOR Medium Odor Threshold Reference: Source of information.

(92) UOT Upper Odor Threshold (ppm): Listed value in ppm.

(93) UOR Upper Odor Threshold Reference: Source of information.

(94) LTT Lower Taste Threshold (ppm): Listed value in ppm.

(95) LTR Lower Taste Threshold Reference: Source of information.

(96) MTT Medium Taste Threshold (ppm): Listed value in ppm.

(97) MTR Medium Taste Threshold Reference: Source of information.

(98) UTT Upper Taste Threshold (ppm): Listed value in ppm.

(99) UTR Upper Taste Threshold Reference: Source of information.

(100) DHI Direct Human Ingestion (mg/kg): Notes toxic dose levels via human consumption in milligrams toxicant per kilogram body weight.

(101) DHR Reference for Direct Human Ingestion: Source of information.

(102) DRK Recommended Drinking Water Limits (ppm): Cites Public Health Service Drinking Water Standards whenever available.

(103) DRR Reference for Recommended Drinking Water Limits: Source of information.

(104) BCE Body Contact Exposure (ppm): States acute contact threshold limits in water where available.

(105) BCR Reference for Body Contact Exposure: Source of information.

(106) PHC Prolonged Human Contact (ppm): States safe level for bathing and swimming (prolonged) in parts per million.

(107) PHR Reference for Prolonged Human Contact: Source of information.

(108) SAF Personal Safety Precautions: Lists equipment to be employed when working in a spill area. Refers to disaster conditions and thus often presupposes fire or intense heat. Response teams should use their own judgment in deciding when stated precautions are no longer necessary. For most circumstances, eye protection, hard hats, and gloves are recommended.

(109) AHL Acute Hazard Level: Attempts to indicate level of hazard resulting from spill. Relates to inhalation, ingestion, and contact with material. Also lists specific water use hazard level such as fish toxicity and irrigation water toxicity.

(110) CHL Chronic Hazard Level: Interprets chronic toxicological and or biological hazard to life forms subjected to material of interest for extended periods of time.

(111) HEL Degree of Hazard to Public Health: Interpretive summary of data from previous segments. This segment focuses on those toxicological chemical hazards directly affecting public health.

(112) AIR Air Pollution: Summarized degree of hazard to people in the vicinity of a spill. May refer to fumes, vapors, mists, or dusts of the material spilled or its combustion and/or decomposition products.

(113) ACT Action Levels: An interpretive segment designed to aid in initiating response activities. Suggests notification of fire and air authorities if material poses flammability or air hazard. Recommends alerting Civil Defense if explosion hazard exists.

When explosion or severe air pollution exists, evacuation is indicated. If the material in question is highly corrosive or can be absorbed through the skin at toxic levels, affected waterways should be restricted from public access. When flammable materials are involved, ignition sources should be removed. Air contaminants require entry from upwind. If the spill involves solids, attempts should be made to prevent suspension of dusts in the air. If the material is one that will form a slick on water before dissolving, early attempts at containment will be quite beneficial.

It is assumed that these actions will be complemented by general defensive responses. These include notifying downstream water users of the spill, stopping all leaks or diverting their flow from reaching surface waters, and removing all bags, barrels and or other containers that may still be leaking into the water body.

(114) AMI In Situ Amelioration: Lists potentially effective treatment methods which could be applied to the body of water for removal of the spilled material. Methods deemed to include hazards equal to or greater than that of the contaminant were systematically excluded. The term "carbon" refers to activated carbon in granular or powdered form.

(115) SHR Beach and Shore Restoration: This segment is used mainly to indicate if material can be safety burned off beaches. Occasionally, a recommendation is made to wash affected area with a neutralizing solution.

(116) AVL Availability of Countermeasures Material: Lists major materials required for countermeasures recommended in segment 114 (in situ amelioration) and possible local sources for those materials.

(117) DIS Disposal Methods: Describes recommended techniques for disposing of spilled materials.

(118) DSN Disposal Notification: Lists local authorities who should be notified before disposal methods in segment 117 are initiated.

(119) IFP Industrial Fouling Potential: Relates potential problems from use of water contaminated by the material of interest. Generally refers to use in boiler feed and cooling water. Materials with flash points below 50°C are listed as potential rupture hazards when included in boiler feed or cooling water.

(120) WTP Effect on Water Treatment Process: Describes potential interaction with typical water and wastewater treatment facilities. Most frequent entries concern effect of chlorination on the aesthetic properties of contaminated water, and the effect of high concentration on sewage organisms.

(121) WAT Major Water Uses Threatened: Lists water uses imperiled by a spill and consequently indicates what type of downstream water users should be notified of the spill.

(122) LOC Probable Location and State of the Material: This is an interpretive segment of physical data designed to assist personnel in identifying the material spilled and its whereabouts. The data attempts to describe the physical appearance of the material as shipped (i.e., a dark red powder, etc.) and its probable location if the spill occurs in or near surface water.

(123) DRT Soil Chemistry: A general description of the behavior and exchange capacity of various cations and ions in soil.

(124) HOH Water Chemistry: A general description of the behavior of the material of interest in aqueous solution.

(125) COL Color in Water: Identifies the color or appearance of concentrated solutions of the material of interest. In many cases, dilution and material coloring will minimize the visibility of the color listed here.

(126) DAT Adequacy of Data: A simple classification was used to indicate the availability of data.

(a) Poor - Indicates toxicological data is sparse if it exists at all.

(b) Fair - Indicates toxicological data was found but no aquatic toxicities are listed.

(c) Moderate - Indicates toxicological data was found along with some information on toxicity towards fish.

(d) Good - Indicates both toxicological and aquatic toxicity data was found.

(e) Limited References - Indicates those materials for which a complete literature survey was not run.

10-19-10. STRUCTURE AND NOMENCLATURE SEARCH SYSTEM (SANSS)

10-19-10A. GENERAL

SANSS is the reference data base for the Chemical Information System and is somewhat analogous to Section 8, "Index of Synonyms," of the Coast Guard's Chemical Hazards Response Information System (CHRIS) because it can be used to obtain synonyms of chemicals. However, SANSS is much more comprehensive and includes trade names and information on many chemical's structure and formula. It can be used to determine whether a substance or one of its synonyms is listed in OHM-TADS.

10-19-10B. BACKGROUND

In the late 1960's, research was undertaken at the National Institutes of Health in the area of chemical structure representation and manipulation. Various computer-generated systems were developed as a joint venture between NIH and EPA and by 1974 evolved into the present SANSS. SANSS is now the only publicly available search system with sophisticated chemical structure search and manipulation capabilities. As of mid-1979, SANSS was being used routinely by over 60 separate organizations in 13 countries. The SANSS data base, now containing over 140,000 chemicals for 41 files, is expected to grow to over 200,000 chemicals, based upon the current work in progress of adding over 150 additional files. Plate 10-19-10.1 illustrates a SANSS printout.

10-19-10C. SANSS DATA BASE

The SANSS data base is currently comprised of the following 41 collections:

0 - Compounds Not Included In Any Other Collection (13,711)
1 - EPA TSCA Inventory List (43,278)
2 - CIS Mass Spectrometry (32,187)
3 - CIS Carbon 13 NMR Spectrometry (7,565)
4 - EPA Pesticides - Active Ingredients (1,452)
5 - EPA OHM/TADS (998)
6 - Cambridge Xray Crystal (14,673)
7 - Merck Index (8,979)
8 - EPA Pesticides - Analytical Ref. Stnds. (473)
9 - EPA STORET (234)
10 - EPA Chemical Spills (577)
11 - EPA AEROS SOTDAT (572)
12 - NIMH Psychotropic Drugs (2,036)
13 - EPA AEROS SAROAD (65)
14 - NBS Proton Affinities (439)
15 - CPSC CHEMRIC (890)
16 - EPA Pesticides - Registered Inert Ingredients (734)
17 - NBS Gaseous Ions (3,136)
18 - NFPA Hazardous Chemicals (395)
19 - FDA/EPA Pesticides Ref. Standards (612)
21 - U.S. International Trade Commission (9,141)
22 - NBS Xray Crystal (18,169)
25 - EPA Effluent Guidelines (119)
26 - EPA Organic Chemical Producers (375)
27 - IPC Chemical Product (104)
28 - IPC Chemical Plant (103)
29 - NSF Chemicals List (224)
30 - EROICA Thermodynamics (4,488)
31 - PHS-149 Carcinogenic Activity (4,416)
32 - NIOSH RTECS (20,321)
33 - NIOSH NOHS (4,554)
35 - ORNL EMIC (6, 851)
36 - ORNL ETIC (3,244)
43 - EPA - Selected Organic Air Pollutants (573)

45 - Clean Air Act - Section 112 (5)
58 - EPA/NCTR Study (1976) (85)
59 - EPA Environmental Carcinogen Assessment Program (21)
66 - EPA - Restricted Use Pesticides (22)
67 - EPA - Compounds For Mutagenicity Evaluation (25)
70 - CIIT Priority Chemicals Lists (Toxicological) (26)
77 - NLM CHEMLINE (29,458)
82 - NMFS Survey Of Trace Elements (15)

10-19-15. SUGGESTED CHEMICAL INFORMATION SOURCES

The following list of sources will become outdated with time. A comprehensive list of chemical information sources which is periodically updated is found in the Navigation and Vessel Inspection Circular (NVC) 5-81. This publication is available by contacting Commandant (G-MP-4), Records Management Branch, Office of Merchant Marine Safety, U.S. Coast Guard Headquarters.

10-19-15A. CHEMICAL AND PHYSICAL PROPERTIES

(1) The Condensed Chemical Dictionary, published by Van Nostrand, Reinhold Corporation, Tenth Edition, 1981. Contains shipping, safety, and trademark information for a large number of chemicals.

(2) Handbook of Chemistry and Physics, published annually by CRC Press, Cleveland, OH 44128. This is a general reference book of fairly comprehensive chemical and physical data.

(3) Matheson Gas Data Book, Sixth Edition, 1981. Matheson Gas Products, P.O. Box 85, East Rutherford, NY 07073 (Phone: 201-933-2400).

(4) Physical Properties of Common Organic Solvents (Free), Central Solvents and Chemicals Company, 7050 W. 71st, Chicago, IL 60638 (Phone: 312-594-7000).

(5) Exxon: Tables of Useful Information (Free), Call Exxon's Marketing Department in Houston, TX (Phone: 713-656-4614).

(6) Exxon: Proving Grounds (Free), Call Exxon's Marketing Department in Houston, TX (Phone: 713-656-4614).

(7) Chemical Data Guide for Bulk Shipment by Water, Commandant Instruction M16616.6 (old CG-388), revised 1982, U.S. Coast Guard (Phone: 202-426-6260).

10-19-15B HAZARDS

(1) Chemical Hazards Response Information System (CHRIS), Hazardous Chemical Data, Commandant Instruction M16465.12 (old CG-446-2), Manuals 1-4, 1974, U.S. Coast Guard. These publications may be ordered through the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. These volumes list physical data, fire, and health hazards, and recommend procedures in case of a spill or accident for most hazardous chemicals.

(2) Chemistry of Hazardous Materials, by Eugene Meyer, Prentice Hall, Englewood Cliffs, NJ, 1977. A basic introductory text to newcomers to the field of hazardous materials.

(3) Dangerous Properties of Industrial Materials, by N. Irving Sax, Reinhold Publishing Corp., New York, Fifth Edition, 1979, contains hazard analysis information for more than 16,000 common industrial and laboratory materials.

(4) Hazardous Materials, 1980 Emergency Response Guidebook, U.S. Department of Transportation, Materials Transportation Bureau, 400 Seventh Street S.W., Washington, D.C. 20590. This guide describes initial actions and procedures to be followed in response to an incident involving selected hazardous materials.

(5) Handbook of Reactive Chemical Hazards is published by CRC Press Cleveland, OH 44128. This is a good guide to the likely reaction hazards of chemicals, based on historical evidence.

(6) Patty's Industrial Hygiene and Toxicology, John Wiley and Sons, New York, NY, Third Edition, contains information of a practical nature regarding hygiene and toxicology for chemical elements and compounds used in industry.

(7) Registry and Toxic Effects of Chemical Substances, Vol I and II, 1979 Edition, National Institute of Occupational Safety and Health, contains toxicity data on several chemical substances.

(8) Tanker Safety Guide (Chemicals), 4 volumes, 1971, International Chamber of Shipping, 30-32 St. Mary Axe, London EC3A 8ET, England. This publication outlines safety practices for all aspects of the operation of chemical tankers. Specific areas treated include fire protection chemical reactivity.

(9) TLV's, Threshold Limit Values for Chemical Substances and Physical Agents in the Workroom Environment with Intended Changes (published annually), American Conference of Governmental Industrial Hygienists, P.O. Box 1937, Cincinnati, OH 45201.

(10) Transport of Dangerous Goods, United Nations Committee of Experts on the Transport of Dangerous Goods (ST/5G/AC.10/1/Rev. 1). Revised Edition 1977. This publication contains a list of the most commonly carried hazardous dangerous goods with the UN Number, classification, packaging, labeling and consignment procedures for packaged hazardous materials.

(11) U.P.S. Guide for Shipping Hazardous Materials (free), United Parcel Service, 51 Weaver Street, Greenwich Office Park 5, Greenwich, CT 06830.

(12) Transportation Emergency Action Guide for Hazardous Materials, Jody Incorporated, P.O. Box 88884, Atlanta, GA 30338, is a fold-out chart.

10-19-15C. FIRE

(1) Dangerous Materials Emergency Procedures, Able Fire & Safety Equipment Co., Incorporated, 260 N. Fairfield, Chicago, IL 60612 (Phone: 312-826-5555).

(2) FSP-36A Fire Officer's Guide to Dangerous Chemicals, National Fire Protection Association, Batterymarch Park, Quincy, MA 02269. (Phone: 617-328-9290).

(3) SPP-10 Fire Protection Guide on Hazardous Materials, National Fire Protection Association, Batterymarch Park, Quincy, MA, Seventh Edition, 1978, contains information about the flash point index of trade name liquids; fire hazard properties of flammable liquids, gases and volatile solids; hazardous chemical data; a manual of hazardous chemical reactions; and a recommended system for the identification of the fire hazard of materials.

(4) National Fire Codes, Vol. 1-16, published annually by the NFPA contains nationally recognized codes and standards for handling, storing and testing materials such as ammonium nitrate, explosives, grain, and plastic film.

10-19-15D. SAFETY

(1) Chemical Hazard Fact Finder, National Safety Council, 425 N. Michigan Ave., Chicago, IL 60611, lists the flash point, severity and types of hazards, precautions, first aid, NFPA health hazards, NFPA flammability, NFPA reactivity, oral toxicity, action on skin, and references for 176 industrial chemicals.

(2) Handling Guide for Potential Hazardous Materials, the Richard B. Cross Co. 103 South Howard St., P.O. Box 405, Oxford, IN 47971, (Phone: 317-385-2255).

(3) Handbook of Industrial Loss Prevention, McGraw Hill Book Co., 330 West 42nd Street, New York, NY, contains recommended practices for protection of property and processes against fire, explosion, lightning, wind, and earthquake.

(4) Hygienic Guide Series, American Industrial Hygiene Association, 475 Wolf Ledges Parkway, Akron, OH 44311. These data sheets provide information concerning hygienic standards, properties, industrial hygiene practice, and specific first aid and medical procedures for many common industrial chemicals.

(5) IMCO Medical First Aid Guide, New York Nautical Service Co., 140 Broadway, New York, NY 10013 (Phone: 212-962-4522).

(6) International Oil Tanker and Terminal Safety Guide, Halsted Press, John Wiley and Sons, New York-Toronto, (Phone: 212-867-9800).

(7) Effects of Exposure to Toxic Gases/First Aid and Medical Treatment, Matheson Gas Products, P.O. Box 85, East Rutherford, NY 07073 (Phone: 201-933-2400).

(8) NIOSA/OSHA Pocket Guide to Chemical Hazards, 1980, U.S. Department of Health and Human Services. Available from the U.S. Government Printing Office, Washington, D.C. 20402 (Stock No. 017-033-00342-4). This pocket guide presents information relating to exposure limits, chemical and physical properties, health hazard information, respiratory protection, and sanitation practices for 380 chemicals.

(9) Safety and Accident Prevention in Chemical Operations, H.H. Fawcett and W.S. Wood, John Wiley and Sons, New York, NY, 1965, contains practical information regarding personal safety, industrial health, and loss prevention where chemicals are handled or used.

(10) Recognition and Mitigation of Pesticide Poisonings, by Donald P. Morgan, EPA. Available through the Government Printing Office, order No. 055-004-00013-7, very comprehensive guide for pesticides.

10-19-15E. TECHNICAL EXPERTISE

(1) Chemical Buyer's Guide, (not available on the open market) Schnell Publishing Co., Inc., 100 Church Street, New York, NY 10007 lists the names and telephone numbers of the manufacturers for most industrial chemicals. This guide is useful if it is necessary to contact a manufacturer for data about a particular product. (Phone: 212-732-9820).

(2) Chemical Transportation Emergency Center (CHEMTREC), for chemical emergencies (spill, leak, fire, exposure, or accident) in the Continental U.S. Phone day or night - toll free - 800-424-9300; 483-7616 in District of Columbia; and 202-483-7616 for outside continental U.S.

(3) National Poison Telecommunications Network, EPA and Medical University of South Carolina (800-845-7633 - 24-hour toll free number).

(4) Marine Technical and Hazardous Materials Division, Hazard Evaluation Branch/Section, U.S. Coast Guard Headquarters, Washington, D.C. 20593 (Phone: 202-426-6260).

PLATE 10-19-5.1

OHM-TADS SAMPLE PROBLEM

PROBLEM: There has been a freight train derailment near a river. One of the cars has caught on fire and has ignited a liquid leaking from the tanker car next to it. The tanker car has several leaks and only one of the leaks is on fire. Other leaks are headed for and entering the river. What are the possible materials which may be leaking from this tanker car? The following facts are known from observation:

1. Transported by rail in tanker cars.

2. Flammable.

3. An odor of almonds lingers in the air.

4. Upon inhalation, dizziness occurs.

5. It appears to be yellow, but upon entering the water the color becomes green to yellow.

6. The ignited leak upon entering the water is extinguished.

The above information is provided the NRC duty officer who accesses OHM-TADS as follows:

OPTION? RAL AND CON/TANK

File: 19 Count: 153

OPTION? LOC/YELLOW AND LIQUID

File: 20 Count: 47

OPTION? COL/GREEN OR YELLOW

File: 21 Count: 100

OPTION? FLM AND EXT/WATER

File: 22 Count: 326

OPTION? JNS/ALMOND AND DIZZINESS

File: 23 Count: 2

OPTION? #19 AND #20 AND #21 AND #22 AND #23

File: 24 Count: 1

PLATE 10-19-5.1 (cont'd)

OPTION? FORMAT CAS, MAT, RAL, CON, LOC, JNS, COL, HEL, SAF, DIS

OPTION? TYPE 24/4

File: 24 Element 1

(2) CAS REGISTRY NO: 98953

(4) MATERIAL: $$$ NITROBENZENE $$$

(10) RAIL TRANSPORT (%): 24.9

(14) CONTAINERS: GLASS IN FIBERBOARD OR WOOD BOXES, 1000 LB IRON DRUMS; 55 GALLON METAL DRUMS, TANK CARS.

(122) PROBABLE LOCATION AND STATE OF MATERIAL: GREENISH YELLOW LIQUID WILL SINK TO BOTTOM OF WATER COURSE. WILL SLOWLY DISSOLVE.

(87) GENERAL SENSATION: SMELL OF BLACK PASTE SHOE POLISH OR ALMOND OIL. .0047 PPM RECOGNITION ODOR IN AIR. CHARACTERISTIC ODOR; CYANOSIS, DIZZINESS AND SEVERE HEADACHES MAY RESULT FROM INHALATION. CAN BE ABSORBED THROUGH THE SKIN.

(125) COLOR IN WATER: GREEN YELLOW.

(111) DEGREE OF HAZARD TO PUBLIC HEALTH: HIGHLY TOXIC VIA ALL ROUTES. EMITS TOXIC VAPORS WHEN BURNED.

(108) PERSONAL SAFETY PRECAUTIONS: SAFETY GOGGLES, ANY BUT FILTER BREATHING DEVICES, AND IMPERVIOUS OUTER WEAR ARE REQUIRED. PVC AND RUBBER ARE CONSIDERED POOR FOR GLOVES (R-121).

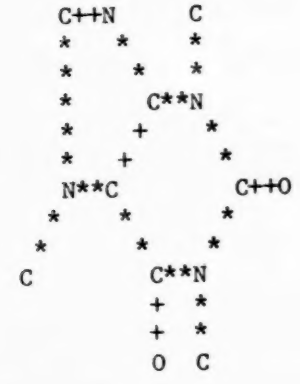
(117) DISPOSAL METHODS:

SMALL QUANTITIES CAN BE BURNED IN AREAS WHERE COMBUSTION PRODUCTS WILL NOT REACH PEOPLE. SLURRIES OF <1% CAN BE ROUTED TO SEWERS WITH PERMISSION. CAN BE BURIED IN TOXIC LANDFILLS. <1% POUR ONTO SODIUM BICARBONATE OR A SAND-SODA ASH MIXTURE (90/10). MIX IN HEAVY PAPER CARTONS AND BURN IN INCINERATOR. MAY AUGMENT FIRE WITH WOOD OR PAPER. <2% BURN PACKAGE OF NO.1 IN INCINERATOR WITH AFTERBURNER AND ALKALINE SCRUBBER. <3% DISPOSE IN FLAMMABLE SOLVENT AND BURN IN INCINERATOR OF NO. 2.

PLATE 10-19-10.1

SANSS PRINTOUT EXAMPLE

```
OPTION?  NPROBE
Fragment or whole name search (F/W) (F)? W
Specify name (CR to exit):  CAFFEINE

File 1,  1 compound having name:  CAFFEINE
Specify name (CR to exit):

Option?  SSHOW 1

Structure  1 CAS Registry number 58-08-2
CIS Sources of Information

   CIS Mass Spectrometry
   NIOSH RETECS: EV64750

10 Non-CIS References Available

                          C8H10N402
```



```
   1H-Purine-2,6-dione, 3,7-dihydro-1,3,7-
   Trimethyl-(9CI)
   Caffeine (8CI)
   Alert-Pep
   Cafeina
   Caffein
     15 more names available
- - - - - - - -
```


☆ U.S. Government Printing Office : 1982 - 378-575/8414

934-A
1
TD 5.8:Sa1./2/V.1/ch.12

MAR 1 [redacted]

DEPARTMENT OF TRANSPORTATION
UNITED STATES COAST GUARD

MAILING ADDRESS:
Commandant (G-MP-4/MSM)
U.S. Coast Guard
Washington, D.C. 20593
(202) 426-9776

J398-051
.239
225 Curtin
9350

COMDTNOTE 16000
11 JAN 1983

COMMANDANT NOTICE 16000

CANCELLED: 11 JUL 1983

Subj: CH-12 to Volume I - ADMINISTRATION AND MANAGEMENT of the Marine Safety Manual, COMDTINST M16000.3

pub.V

1. PURPOSE. This Notice transmits a change to Volume I of the Marine Safety Manual by adding parts 7-2 (Public Access to Information) and 15-1 (Licensing Considerations For Deepwater Ports), by revising Chapter 10 (Information Systems), by deleting part 8-7 (Public Affairs), and by indicating pen-and-ink corrections to the volume.

2. DIRECTIVES AFFECTED. None.

3. DISCUSSION. Part 7-2 amplifies previous guidance in part 8-7 and addresses the handling of FOIA requests. Part 10-17 updates policy concerning the Pollutant Spill Trajectory Forecasting Service. Part 10-18 refers to a list of communications codes used in the AMVER System. Chapter 15 prescribes licensing procedures for establishing and operating DWP's.

4. ACTION

a. Remove and insert the following pages:

Remove	Insert
7-0:1, CH-6	7-0:1, CH-12
---	7-2:1 through 7-2:5, CH-12
8-7:1 through 8-7:5, CH-6	---
10-0:1 through 10-0:2, CH-11	10-0:1 through 10-0:2, CH-12
10-17:1 through 10-17:4, CH-7	10-17:1 through 10-17:4, CH-12
10-18:1 through 10-18:2, CH-9	10-18:1 through 10-18:2, CH-12
15-0:1 (To be developed)	15-0:1 through 15-1:1, CH-12

DISTRIBUTION - SDL No. 116

	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z
A																										
B		4	*		5		2			5				204	1		1	1								
C					*		2					2	*												1	
D	1	2		1							1*	*														
E		2											2	2*	*				1							
F	1		1							1									24							
G																										
H																										

NON-STANDARD DISTRIBUTION: (See page 2)

1 MAR 1983

10

4. b. On page 8-0:2 (CH-7), delete references to part 8-7.

c. In plate 8-2-10:1, pp. 8-2:3 through 8-2:8 (CH-10), make the following pen-and-ink corrections:

(1) Under "1954/62 Oil Pollution," add the Maldives;
(2) Under "1974 SOLAS," add Barbados and Ecuador;
(3) Under "1978 Protocol to 74 SOLAS," add Italy and Panama;
(4) Under "1966 Load Lines," add Jamaica;
(5) Under "1972 London Dumping Convention," China is not a party;
(6) Add the nation of Vanuatu and note its adherence to "1974 SOLAS," "1966 Load Lines," and "1972 Collision Regs."

CLYDE T. LUSK, Jr.
Chief, Office of Merchant Marine Safety

Encl: (1) CH-12 to Volume I, COMDTINST M16000.3

Non-Standard Distribution:

B:c CCGD3, 8, 9, 12, 17 (15); CCGD2 (10); CCGD13 (9); CCGD7, 11 (8); CCGD5, 14 (5); CCGD1 (3).
C:e Baltimore (41); San Francisco (40); Honolulu (32); Long Beach (29); Mobile (26); Miami (24); Hampton Roads (20); Jacksonville (18); Boston (15); Anchorage (11); Charleston, Buffalo, Duluth (10); Memphis, St. Louis, Galveston, Portland OR (9); San Diego (8); Portland ME, San Juan, Detroit, Milwaukee (7); Cincinnati, Louisville, Nashville, Tampa, Chicago, Pittsburgh, Juneau, Valdez (6); Providence, Cleveland, St. Paul (5); Wilmington, Corpus Christi, Toledo (4); Huntington, Paducah, Savannah, Port Arthur (3).
C:m New Orleans (140); Philadelphia (30); New York (22); Houston (12); Seattle (7); St. Ignace (4); Sturgeon Bay (3).
D:k New York (3); Jacksonville, Houston, New Orleans, San Francisco (1) (extra).
D:l CG Liaison Officer, NWC only (1).
E:n Brownsville only (4).
E:o New Orleans (16); New York (15); Houston (12); Seattle (8); Philadelphia (6); Sault Ste. Marie, New Haven (3); New London, Muskegon, Humboldt Bay, Monterey (2).

Panama Canal Zone, Am. Samoa, Saipan Liaison Officers (1).
DOJ (Torts Branch) [New York, Washington D.C., San Francisco] (1).
NTSB [AI-60] (2).
ABS (1).
MSC [M-22] (1).

CHAPTER 7 -- MISCELLANEOUS ADMINISTRATION

Part 7-1	Regulatory Development and Change
7-1-1	General
7-1-5	Federal Register Procedures
7-1-10	Codification and Notices
7-1-15	Initiation of Regulatory Projects
7-1-20	Drafting and Clearing Proposed Rules
7-1-25	Suggestions for Improvements
Part 7-2	Public Access to Information
7-2-1	Authorities
7-2-5	Availability of Records
7-2-10	Application of FOIA Exemptions
7-2-15	Relating the Privacy Act and FOIA
7-2-20	Protection of Merchant Seamen's Records
7-2-25	Protection of Commercial Information
7-2-30	Fees for Information Services
7-2-35	Exemptions from Service Fees
7-2-40	Reduced Fees
7-2-45	Transcripts
7-2-50	Alternate Sources of Information

PART 7-2 -- PUBLIC ACCESS TO INFORMATION

7-2-1. AUTHORITIES

The Freedom of Information Act (FOIA), 5 U.S.C. 552, requires that all Federal agency records be made available to the public upon request, subject to few exceptions. The Privacy Act, 5 U.S.C. 552a, provides that U.S. citizens should have knowledge of and access to Federal records which contain personal information about them. The Privacy Act also establishes certain safeguards against misuse of this information by the Government. This part of the manual discusses the requirements of these laws relative to records under Coast Guard control.

7-2-5. AVAILABILITY OF RECORDS

The FOIA and its implementing regulations, 49 CFR 7 (Public Availability of Information), provide a formal means by which citizens may request copies of Department of Transportation records. A formal, written FOIA request triggers certain procedural requirements affecting the Coast Guard, including a required response made within 10 working days. Marine safety personnel shall provide copies of records to citizens making informal requests when valid grounds for non-disclosure do not exist. Persons making informal requests for Coast Guard records should be asked to file formal written requests only when doubt exists about the applicability of one or more FOIA exemptions.

The Commandant has determined that all Coast Guard records shall be made available to the public upon request, subject only to exemption under FOIA. The exemptions specified in the act should be narrowly construed and sparingly applied. Under current policy, the authority to release records has been delegated to all commands. Personnel responsible for maintaining unit and district records shall become thoroughly familiar with the requirements found in 49 CFR 7, the Privacy and Freedom of Information Acts Manual (COMDTINST M5260.2), and COMDTINST 5262.1.

7-2-10. APPLICATION OF FOIA EXEMPTIONS

Although a requested record may seem to come within one or more FOIA exemptions, it may be judged open to disclosure. These exemptions are discretionary, and generally they should be utilized in the following situations only:

1. When release of the record would amount to a clearly unwarranted invasion of an individual's privacy;

2. When release is clearly prohibited by any statute;

3. When the record sought has been properly classified pursuant to an Executive Order in the interest of national defense or foreign policy;

7-2-10. (cont.)

4. As specifically limited by FOIA Exemption 7, when the record is in an investigatory file compiled for the enforcement of laws or regulations (see 49 CFR 7.75); or

5. When the requirements of FOIA Exemption 4 (concerning trade secrets, etc.) are met.

Denials of disclosure in response to FOIA requests shall be issued by Headquarters office chiefs or district commanders only. Should the OCMI contemplate denial of a FOIA request, the district legal officer shall be contacted immediately for consultation. Citizens making FOIA requests may appeal an initial denial of disclosure to Commandant (G-CMA) within 60 working days of receipt of the denial. The matter will then be reviewed by the Commandant's staff, and a decision will be issued on the merits of the appeal. It is emphasized that FOIA obliges the Coast Guard to furnish portions of records which can be reasonably segregated from exempted material in response to FOIA requests.

7-2-15. RELATING THE PRIVACY ACT AND FOIA

Department of Transportation Privacy Act (PA) regulations are found in 49 CFR 10. Detailed procedures for the Coast Guard's handling of PA requests are contained in COMDTINST 5262.1 and the P/FOIA Manual. The act provides for requests from persons who want to see personal records maintained by the Coast Guard. The Privacy Act and various Coast Guard directives also provide means by which a person may request correction or amendment of a record and prescribe the action which the Coast Guard must take in response to such requests.

The Privacy Act stipulates that an individual generally must give his written consent before any record about himself, contained in a "system of records", can be disclosed to anyone. Systems of records are defined by the act as those record groupings from which information about individuals is retrieved by using their names or ready means of identification. Such systems maintained by the Coast Guard include the Merchant Vessel Casualty Reporting System, the Merchant Vessel Documentation System, and the Merchant Seamen's Records System. [NOTE: There are some 60 such "systems of records" listed annually in the Federal Register by the Coast Guard.]

This stipulation for written consent to disclosure is not iron-clad, however. The Privacy Act has 11 exemptions to the written-consent rule; ten of these are unaffected by FOIA considerations. These exemptions are outlined in 5 U.S.C. 552a(b) and 49 CFR 10.61-10.63, along with certain record-keeping requirements for such cases of disclosure. The most far-reaching of these permits release of information from a PA-designated system of records if its disclosure is required by FOIA. When a citizen requests access to information in a "system of records", the matter must be considered under FOIA provisions. If disclosure is prescribed by FOIA and no legitimate exemptions apply to the requested record, it must be released even though the subject has not granted written consent.

7-2-20. PROTECTION OF MERCHANT SEAMEN'S RECORDS

Numerous FOIA requests have been received for Coast Guard records containing the home addresses of merchant seamen and the names of their next of kin. The Commandant has resisted such requests by utilizing FOIA Exemptions and 6. 46 U.S.C. 643(f) prohibits disclosure of certain merchant seamen's records maintained at Headquarters, including those containing seamen's home addresses and the names and the home addresses of their next of kin. All formal denials of such FOIA requests will be issued by the Commandant. It is the Commandant's general policy to withhold information about a merchant seaman's next of kin, his home address, and other strictly personal information from members of the public unless it is abundantly clear that the information is sought solely for the purpose of conferring a benefit upon the seaman.

7-2-25. PROTECTION OF COMMERCIAL INFORMATION

The most frequent FOIA request encountered by marine safety personnel concerns Coast Guard records containing commercial (or "proprietary") information or trade secrets, such as vessel plans or specifications, which were submitted by commercial entities. In most cases, they are sought by litigants for court actions. Disclosure of records containing trade secrets and commercial or financial information considered privileged or confidential by the person who submitted them is not required by FOIA. This includes information, not customarily disclosed to the public, which is furnished and accepted in confidence.

Generally, vessel plans, specifications, and other proprietary information shall be made available upon request under the following conditions only:

1. When requested by the party who submitted the information or a designated representative;
2. When the requesting person presents written authorization from the submitting party or his representative;
3. When directed by the Commandant;
4. When a subpoena for such information is presented for legal action, the custodian shall refer the matter to the district legal officer.

A stipulation for non-disclosure of such information should be made at the time the information is submitted to the Coast Guard. If such a stipulation is not provided, the party should be contacted to ascertain his intent prior to the processing of a FOIA request; this should be done particularly when the requested material was submitted prior to 19 February 1975. [NOTE: Ultimately, stipulations of confidentiality made by submitters should be considered advisory in nature. It is the Coast Guard's responsibility to determine whether or not records sought under a formal FOIA request meet the legal standards for non-disclosure under Exemption 4.] For further guidance in cases where commercial information is sought by other parties, the district legal officer should be consulted.

7-2-30. FEES FOR INFORMATION SERVICES

7-2-30A. APPLICATION OF FEES

Service fees shall be charged for duplication, data processing, and photographic reproduction of records performed at public request, in accordance with provisions of 49 CFR 7.95. Such fees are charged for the actual cost of the work performed. They are administered in a separate account under the direction of the Secretary of Transportation, and may be used for ordinary expenses incidental to such work. Service fees are payable to the Treasury of the United States by check, bank draft, or postal money order, and may be paid in advance unless uncertainty exists as to the exact nature of the document requested. In such cases, the fee may be collected upon receipt of service. If a document search is required, a search fee shall be charged, regardless of whether or not the search was successful.

7-2-30B. EXEMPTIONS FROM FEES

No fees shall be charged for correspondence related to a request for information or determinations upon that request. Likewise, fees shall not be charged for response to requests from:

1. A member or former member of the Coast Guard for copies of his service record, or employee or former employee for copies of his personnel record;
2. A member of Congress for his official use;
3. A state, territory, U.S. possession, county or municipal government, or agency thereof;
4. A court, where the requested records will substitute for the personal court appearance of a member or employee of the Coast Guard;
5. A foreign government or agency thereof, or international organization; or
6. News media representatives.

7-2-30C. REDUCED FEES

Reduced fees may be charged for service requests when it is determined that they have been made in the public interest (for example, requests from schools, students, and non-profit activities which promote marine safety). Questions in this regard should be directed to Commandant (G-CMA).

7-2-35. TRANSCRIPTS

Transcripts of hearings, Marine Board of Investigation testimony and reports, and the like are open to public inspection. The fee schedule provided in 49 CFR 7.95 shall be applied where transcripts are prepared commercially and contractual permission to reproduce them is granted. Where the reporting service reserves the sales privilege for transcript copies, requesters shall be directed to contact the reporting service directly.

7-2-40. ALTERNATE SOURCES OF INFORMATION

Many documents, such as reports of Marine Boards of Investigation, are available from sources other than Coast Guard or DOT facilities. Requesters shall be directed to these sources, as appropriate:

- Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402;
- National Technical Information Service, U.S. Department of Commerce, Springfield, VA 22151;
- National Archives and Records Service, General Services Administration, Washington, D.C. 20405.

CHAPTER 10 - INFORMATION & DATA SYSTEMS

Part 10-1	Information and Analysis Staff
10-1-1	General
Part 10-2	(Interim) Marine Safety Information System (MSIS)
10-2-1	Objectives of (I)MSIS
10-2-5	Responsibility for (I)MSIS
10-2-10	Utilization of (I)MSIS
10-2-15	Public Requests for Information
Part 10-3	Pollution Incident Reporting System (PIRS)
10-3-1	Objective of PIRS
10-3-5	Responsibility for PIRS
10-3-10	Utilization of PIRS Information
Part 10-4	Marine Safety Information System (MSIS)
10-4-1	General
Part 10-5	Activities Report System
10-5-1	Relation of Activities Report to Performance Standards
10-5-5	Use of Activities Report in Program Management
10-5-10	Responsibility for Quarterly Activity Reports
Part 10-6	Chemical Hazards Response Information System (CHRIS) and Hazard Assessment Computer System (HACS)
10-6-1	Description of CHRIS and HACS
10-6-5	Objectives of CHRIS
Part 10-7	Letter of Compliance Program
10-7-1	General
Part 10-8	Seaman Locator Lists
Part 10-9	Merchant Vessel Inspection Files
10-9-1	General
Part 10-10	Seamen's Automatic Records Tracking System (SARTS)
10-10-1	General
Part 10-11	Unit Information Systems
Part 10-12	Automated Commercial Vessel Casualty File
10-12-1	General

CHAPTER 10 - INFORMATION & DATA SYSTEMS (cont.)

Part 10-13	Automated Inspected Vessel File
10-13-1	General
Part 10-14	Documentation File
10-14-1	Official Records
10-14-5	Official Files
Part 10-15	Dissemination of Information to the Public
10-15-1	General
Part 10-16	Spill Cleanup Equipment Inventory System (SKIM)
10-16-1	General
10-16-5	Discussion
10-16-10	Spill Cleanup Equipment Inventory (RCS-G-WPE-104023)
Part 10-17	Pollutant Spill Trajectory Forecasting Service
10-17-1	Introduction
10-17-5	Discussion
10-17-10	Data Required
10-17-15	Message Request and Format
10-17-20	Action
10-17-25	Reports of Use
Part 10-18	The AMVER System
10-18-1	Policy
10-18-5	Implementation
10-18-10	Education
10-18-15	Identification Codes

PART 10-17 -- POLLUTANT SPILL TRAJECTORY FORECASTING SERVICE

10-17-1. INTRODUCTION

The goal of the Pollutant Spill Trajectory Forecasting Service is to help field units carry out responsibilities in port safety and environmental response. This service provides field personnel with an accurate assessment of surface pollutant movement to aid the planning and deployment of resources used for surveillance, cleanup, and assessment of environmental impact of pollutants.

10-17-5. DISCUSSION

The National Response Center, Commandant (G-TGC-2), is prepared to respond on a 24-hour basis to requests for trajectory forecasts of spills in the U.S. coastal zone over the continental shelf in the Atlantic Ocean, Gulf of Mexico, Pacific Ocean, and the Gulf of Alaska, and all ocean regions. Accurate predictions for periods up to 48 hours are possible.

The Pollutant Spill Trajectory Forecast Service provides predictions of the speeds, directions, and sizes assumed by surface pollutant spills. An additional application of the trajectory model is to determine the source location of a "mystery" spill. This "hindcasting" capability may be applied to known vessel tracklines to determine the most likely suspect of a mystery spill, thereby limiting the number of vessels from which samples must be taken for analysis. Field units requiring forecast/hindcast information are encouraged to contact the NRC by telephone (FTS 8-426-2675). Most of the information needed to run a forecast can be passed by telephone; however, formal requests for services should be made by message following the call. This service can also be used for contingency planning, upon request via the appropriate predesignated on-scene coordinators (OSC).

10-17-10. DATA REQUIRED

The accuracy of the forecast depends directly on the quality of the environmental data provided to the NRC. For this reason, it is incumbent upon users to gather and provide accurate on-scene data. Local knowledge of the area will often be of paramount importance in screening environmental data for accuracy and in providing specific data, such as tidal current values for an exact area.

Plate 10-17-10.1 lists the environmental data which are required by the NRC to initiate a trajectory forecast. Any information which cannot be supplied by the user will be obtained from general sources (ie., current atlas, weather forecasts, or tide tables). In such cases, however, the quality of the forecast may be adversely affected. The NRC will contact the National Weather Service to obtain forecast wind data where needed.

10-17-15. MESSAGE REQUEST AND FORMAT

After the initial telephone contact, requests for service shall be made by PRIORITY message to COGARD NATIONAL RESPONSE CENTER WASHINGTON DC (plate 10-17-15.1 contains a sample request message). At the minimum, the following information is required:

a. Environmental data indicated in Plate 10-17-10.1;
b. Type of pollutant substance (crude oil, Number 2 fuel oil, chemicals with physical properties similar to oil, etc);
c. Observed position of the spill - preferably by location of the boundaries at several points. Location of the point source, including whether or not it is still productive, and location of the leading edge are desirable;
d. Known or estimated time of the initial spill, and the time for which a forecast is desired;
e. The spilled volume (if known) or a reasonable estimate, or the area covered and observed characteristics (color, estimated thickness);
f. Name and telephone number of the point of contact for follow-up by NRC.

10-17-20. ACTION

OSC's shall become familiar with these provisions and utilize this service when deemed appropriate. Forecasts for 48 hours or less will normally be returned within three hours of receipt of a telephoned request. Updates of the forecast will be provided as requested by the OSC.

10-17-25. REPORTS OF USE.

Users of the service are encouraged to comment on its accuracy and usefulness. An Evaluation Form is provided by the NRC to be returned following the closure of actual cases.

PLATE 10-17-10.1

POLLUTANT SPILL TRAJECTORY FORECAST SERVICE
REQUIRED INFORMATION

Location	Wind Speed/Dir.	Tide	River Runoff
OCEAN	X		
COASTAL SHELVES	X	X	
GULF of MEXICO	X		
GULF of ALASKA	X		
PORTS/INLETS	X	X	X

Wind Speed & Direction. The observed wind on-scene should be reported to ± 5 knots and ± 10 degrees. For small spills or initial reported conditions, one observation at the geographic center of the spill is sufficient. For large spills where wind conditions may vary over the area, conditions at several representative locations should be reported. Also, report the most accurate wind forecast available for the affected area if known.

Tide. For enclosed or semi-enclosed basins, indicate the time of the preceding high or low tide at the spill location. Tidal current values (speed and direction) should be provided if they are known to be significant at the spill location. Current velocities less than 0.1 knots can be disregarded.

River Runoff. Report river runoff in terms of velocity or volume, and cross-sectional area for major rivers in inlet or port areas. Runoff is largely seasonal in occurrence, and its effects are felt by the surface layers of the water column.

PLATE 10-17-15.1

SAMPLE MESSAGE REQUEST FOR SPILL TRAJECTORY FORECAST

P191145Z SEP 82

FM MSO SAN FRANCISCO

TO COGARD NATIONAL RESPONSE CENTER WASHINGTON DC

INFO COMDTCOGARD WASHINGTON DC
COMPACAREA SAN FRANCISCO CA
CCGDTWELVE SAN FRANCISCO CA
CCGDELEVEN LONG BEACH CA
CCGDTHIRTEEN SEATTLE WA

BT
UNCLAS

REQUEST FOR POLLUTANT SPILL TRAJECTORY FORECAST SERVICE

1. REQ TRAJECTORY FSCT FOR NR2 F.O. SPILL CENTERED 36-30N 123-10W. EST. 125,000 GALS FM RUPTURED TANK ON M/V OIL MERCHANT. TIME OF SPILL 1030Z. EST. 2000 GAL/MIN FLOW W/100,000 REMAINING ON BOARD. SPILL LIMITS AT 191135Z SEP NW 36-32N 123-10W, NE 36-32N 123-08W, S 36-25N 123-10W.

2. ON SCENE WX: WINDS 010/12 KTS, SEAS 355/4 FT, SWELL 340/6 FT, BARO 30.15 IN.

3. REQ TRAJECTORY FCST TO RUN TO 211200Z SEP 82.

4. POINT OF CONTACT IS LT HOOZIT, FTS 8-456-7890.

BT

PART 10-18 -- THE AMVER SYSTEM

10-18-1. POLICY

The mission of the Automated Mutual Assistance Vessel Rescue (AMVER) System is to maintain on plot the location of commercial vessels throughout the world for utilization in search-and-rescue (SAR) activities. Data on predicted vessel locations and their SAR capabilities are made available to rescue coordination facilities of any nation during maritime emergencies. Such information is considered proprietary in nature and, hence, is not disclosed except to bonafide authorities during emergency situations.

In order to successfully accomplish its objective, AMVER seeks to obtain the most complete vessel plot possible - one which will identify a mininum of 75% of commercial vesels engaged in offshore voyages or activities for 24 hours or more. Achievement of this goal is sought through:

- The AMVER Communications Center, located on Governor's Island, N.Y.;
- A worldwide voluntary communications network which receives and relays vessel location data to the AMVER Center;
- A vigorous AMVER Education Program pursued by each district, at all levels of command.

10-18-5. IMPLEMENTATION

AMVER is operated under the general guidance of the Commandant, with operational control vested in the Commanders, Atlantic and Pacific Areas. District commanders promote positive support for the program through the activities of personnel under their commands; the Chief of the Marine Safety Division provides the District AMVER Officer with assistance in establishing liaison with industry managers to increase participation in the program. OCMI/COTP's promote and publicize the AMVER program through industry liaison, designation of an AMVER Boarding Officer for marine safety units, and by designating selected AMVER boardings in conjunction with policy of the district commander.

All marine safety personnel must be aware of the mission, objectives, benefits, and procedures of the AMVER system to provide effective support for the program.

10-18-10. EDUCATION

The overall goal of the AMVER Educational Program is to maximize the information on vessel location throughout the world, to maintain an effective plot for use in emergency situations. Among the means by which this is accomplished are industry liaison efforts and AMVER boardings.

AMVER boardings are visits by the District AMVER Officer or the designated representative of the OCMI/COTP to commercial vessel owners, masters, and agents. These visits are conducted to explain the benefits of participation in

10-18-10.(cont.)
AMVER or to maintain contact with participants. Frequently, such boardings provide the only means for masters or agents to obtain information about the program and have questions answered. For this reason, boardings are perhaps the most vital part of the educational program.

Commander, Atlantic Area publishes the AMVER Company Report, a print-out which is provided to shipping managers. The report indicates which vessels in a commercial fleet are participants in AMVER and which ones have been involved in SAR activities in the past year. The AMVER Company Report has been extremely well-received by industry and provides a convenient means of dialogue between industry and the Coast Guard.

Further information on the AMVER system may be obtained from Commandant (G-OSR-4).

10-18-15. IDENTIFICATION CODES

COMDTNOTE 16122.1C provides a list of codes used to identify the home administration (nation of registry) of a merchant vessel. These are taken from Federal Information Processing Standards Publication No. 10-2 of 1 March, 1977.

CHAPTER 15 - LICENSING OF DEEPWATER PORTS

Part 15-1	Licensing Considerations for Deepwater Ports
15-1-1	MSM References
15-1-5	Licensing Authority
15-1-10	Application Process
15-1-15	Issuance of Licenses

PART 15-1 -- LICENSING CONSIDERATIONS FOR DEEPWATER PORTS

15-1-1. MSM REFERENCES

Additional information on aspects of deepwater port activities can be found in the following chapters of the Marine Safety Manual:

- Inspection Standards - Chapter 37 (Vol II);
- Manning Requirements - Chapter 54 (Vol III);
- Technical Review - Chapter 67 (Vol IV);
- Monitoring of DWP Operations - Chapter 83 (Vol VI).

15-1-5. LICENSING AUTHORITY

The statutory authority for Coast Guard licensing of deepwater ports is contained in the Deepwater Port Act of 1974, 33 U.S.C. 1501. Regulations applicable to DWP's are located in 33 CFR 148-150 (Subchapter NN).

The Secretary of Transportation has delegated to the Commandant most regulatory responsibilities imposed by the Deepwater Port Act (see 49 CFR 1.46(s)), including the processing of license applications. The Secretary has, however, reserved the authority to issue, transfer, amend, or renew such licenses (see 49 CFR 1.44(o)(1)).

15-1-10. APPLICATION PROCESS

Commandant (G-W) will process each application for a DWP license in accordance with 33 CFR 148, Subpart B. Potential applicants are encouraged to confer with this staff in developing the application [telephone: 202-426- 1927]. The requirements prescribed for the application include:

- Target dates for major events;
- Preparation of environmental impact statements;
- Determination of effects upon other ports and adjacent states; and
- Holding of public and/or formal hearings.

15-1-15. ISSUANCE OF LICENSES

Commandant (G-WPE) and staff members of other interested government agencies provide recommendations concerning DWP license applications to the Secretary of Transportation. When they are approved, the Secretary issues the licenses. These may contain conditions concerning ownership, construction, and operation with which the licensee must comply. The term of a license is for 20 years, unless a shorter term is requested. Once the application is accepted, the licensee is usually granted two years to commence construction and five years to begin common carrier operations.

*U.S. Government Printing Office : 1983 - 398-051/620